



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO.32

Series of 2025

AN ORDER DIRECTING LGU DEPARTMENTS, UNITS, AND OFFICES TO USE THEIR CORRECT AND COMPLETE OFFICIAL NAMES IN ALL COMMUNICATIONS, DOCUMENTS, SIGNAGES, AND TRANSACTIONS AS PART OF THE PRACTICE OF GOOD GOVERNANCE AND IN LINE WITH INTERNATIONAL STANDARDS

WHEREAS, the government recognizes the importance of consistency, accuracy, and professionalism in all official communications and transactions, which are fundamental to good governance;

WHEREAS, the use of incorrect, inconsistent, or abbreviated names of LGU offices in official documents and correspondences often results in confusion, misrepresentation, and administrative inefficiencies;

WHEREAS, the Local Government Unit of Bayambang is committed to upholding the principles of good governance, transparency, and professionalism in the delivery of public service;

WHEREAS, the consistent use of official names of LGU departments and offices promotes clarity, institutional identity, and accountability in all official transactions;

WHEREAS, the observance of naming standards is part of the continuous improvement initiatives of the local government and aligns with the requirements of the International Organization for Standardization (ISO), particularly ISO 9001: Quality Management Systems;

WHEREAS, it is imperative that all departments, offices, and units within LGU-Bayambang adopt a uniform practice in identifying themselves in official documents, correspondences, publications, signages, and communications;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of Bayambang, Pangasinan, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. UNIFORM USE OF OFFICIAL NAMES. All departments, offices, and units of the Local Government Unit of Bayambang are hereby directed to use their official names, as approved by the Sangguniang Bayan or authorized by relevant ordinances and

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bani, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
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mayoroffice@bayambang.gov.ph



organizational structures, in all communications, memoranda, reports, emails, signages, public displays, and other official documents.

The following official names of Departments/Offices/Units shall be strictly observed:

Office of the Mayor
Office of the Vice-Mayor
Office of the Sangguniang Bayan
Office of the Sangguniang Bayan Secretary
Office of the Sangguniang Kabataan
Office of the Liga ng mga Barangay
Municipal Local Government Operations Office
Office of the Municipal Administrator
Municipal Legal Office
Municipal Budget Office
Municipal Treasury Office
Municipal Accounting Office
Rural Health Unit I
Rural Health Unit II
Rural Health Unit III
Rural Health Unit IV
Rural Health Unit V
Rural Health Unit VI
Municipal Tourism Information and Cultural Affairs Office
Municipal Social Welfare and Development Office
Municipal Disaster Risk Reduction Management Office
Human Resource and Management Office
Municipal Planning and Development Office
Information and Communications Technology Office
Municipal Agriculture Office
Municipal Assessors Office
Municipal Engineering Office
Bayambang Public Safety Office
Special Economic Enterprise
Local Civil Registry Office
Ecological Solid Waste Management Office
General Services Office
Local Youth Development Office
Bayambang Poverty Reduction Action Team
Municipal Nutrition Action Office
Municipal Cooperative Development Office
Bayambang Polytechnic College
Bids and Awards Committee
Bids and Awards Committee-Secretariat

Internal Audit Service
Public Employment Service Office
Municipal Library Office
Mayor's Action Center
Barangay Accounting Office
Business Permit and Licensing Office
Person with Disability Affairs Office
Local School Board
Office of the Consultants

SECTION 2. ALIGNMENT WITH GOOD GOVERNANCE AND ISO STANDARDS. The consistent use of official names shall form part of the LGU's compliance with good governance practices and international standards such as ISO 9001 and shall support ongoing efforts toward quality management and service excellence.

SECTION 3. IMPLEMENTATION AND MONITORING. The Office of the Municipal Administrator, in coordination with the Human Resource Management Office and the Local ISO Team or Quality Management System (QMS) Committee, shall ensure the proper implementation of this Executive Order and monitor compliance across all LGU offices.

SECTION 4. NON-COMPLIANCE. Failure to comply with this directive may result in administrative action, subject to applicable civil service rules and LGU policies.

SECTION 5. EFFECTIVITY. This Executive Order shall take effect immediately upon issuance and dissemination to all concerned offices.

This Executive Order shall be disseminated and implemented accordingly.

DONE in the Municipality of Bayambang, Pangasinan, this 8th day of April 2025.

MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

